



Lunenburg Public Schools

Loxi Jo Calmes
Superintendent of Schools

SCHOOL COMMITTEE MEETING
Wednesday, October 21, 2015
TCP Room 13
Meeting 7:00 p.m.

Minutes

School Committee

Gregory Berthiaume - Present
Michael Mackin - Present
Colleen Shapiro - Present
Heather Sroka - Present
Wendy Bertrand - Present

Superintendent

Loxi Jo Calmes

Recording Secretary

Liz Petersen-Absent

Student

Representative

Sophia Holman-
Absent

Guests

Ms. Dawn Gearin – LHS Science Department

Call to Order- the meeting was called to order at 7:04 pm by Dr. Berthiaume.

Review and Approve Warrants- warrants were on the table for signature, line item transfers as follows:

- Ms. Hanscom requesting 5K moved from private tuitions line to the equipment line to purchase specialized equipment for a new student. Superintendent Calmes also indicated that the district had posted an opening for a Licensed Practical Nurse in order to provide medical services to a student. Posting tomorrow for licensed practical nurse to support a new student.
- Mrs. Finch requesting \$88.00 that was not required for the school physician's stipend be moved into nursing supplies line
- Mr. Londa requesting moving \$1,000 from maintenance of building supply to repair of equipment due to repair costs of grounds equipment.

Superintendent Calmes recommends approving all line item transfers.

Review and Approve Minutes- none presented for approval.

Superintendent's Report

Personnel Update Superintendent Calmes announced that Ms. Lynn Wolf has been appointed to the 3rd grade special education position. She is a resident of Westford. Ms. Wolf holds appropriate licensure in Massachusetts. She earned both her Bachelor of Science in Elementary Education and a Master of Education in Professional Development/Special Education from the University of Wisconsin. Superintendent Calmes also announced the appointment of Kirsten Snape to the position of Kindergarten teacher. She is a Lunenburg resident and has been working as a paraprofessional in Kindergarten for four years. Ms. Snape holds a Bachelor of Education from Fitchburg State University. Both teachers will assume their duties on Oct. 26th and will work directly with the current educators for one week to effectively transition students and job responsibilities.

Superintendent Calmes shared a report from the Miles for Myles organizers. It was reported that there were over 620 registrations/participants this year. The Primary School was awarded the \$1000 for the most registrations. Results were: Primary 173, TH MS 137, and LHS 145 (28 were student volunteers). The Superintendent

expressed appreciation to the students, parents, and staff who participated. It was certainly a very strong showing from all of the buildings.

October is Cancer Awareness Month and Superintendent Calmes indicated that again this year the LHS sports teams supported by the parent boosters did some amazing work. The Boys & Girls Soccer and Field Hockey teams had special ceremonies prior to their games recently in support of a family member or friend whose lives were impacted by cancer. The Lunenburg Field Hockey Booster Club raised \$2,208 and donated \$1708 to Dana Farber Cancer Center in memory of Kelly Arciprete and Debbie Houston. They also donated \$500 to the Virginia Thurston Healing Garden. That donation to the Healing Garden will be matched by the Soccer Booster Club. The athletes and booster clubs appreciate the support of parents and members of our community for their contributions and support.

School Building Committee:

Mr. Mackin reported that School Building Construction group held its 60th meeting today. Within next two weeks whole building will be weather tight. Tile installation in Area A has moved to the second floor. Most of the high school wing is painted now. All of Area D is framed and painting and spackling is on-going. All the project lighting is on site. They are setting up temporary heating for the building. Work can continue all winter. Auditorium work is coming along. "dance floor" to do high ceiling work remains in place, but should be done by December. Locker room plumbing is done. Faculty and administration have had two transition meetings to discuss furniture, finishes and equipment (FF&E). The next FF&E meeting will be on 10/28. The project remains on schedule and on budget. The SBC has started looking at additional items if sufficient funding is leftover in contingency. Very little of contingency funding has been spent to date. .

New Business:

Dawn Gearin, LHS teacher presented initial proposal for a Math/ Science trip to Iceland in June 2017. The trip is open to 30-35 students in Grades 10-12. The cost is approximately \$ 450.00 day/6 days in June 2017. Mr. Mackin motioned to approve the trip. Ms. Sroka seconded. Vote unanimous. Motion carried.

Ms. Gearin also requested approval for the annual student council trip. Trip will be second week of March and the group will ride the bus to the event with the Leominster student council. Ms. Shapiro motioned to approve. Mr. Mackin seconded the motion. Vote unanimous. Motion carried.

Old Business- None

Public Comment - Mr. Mackin announced the upcoming Boys and Girls Club of Lunenburg Rockin Auction. The band Wheelhouse will be playing. There will be auctions and a 50/50 raffle. Tickets can be purchased at the door or prior to the event for \$15.00 per person or \$25.00 per couple. Food is included.

Superintendent Calmes indicated that the annual financial report was complete and available for review and signature by the Chair. She expressed congratulations and appreciation to Kerry Cooper for completing the report promptly and comprehensively. Mrs. Curley, School Business Manager has reviewed and approved. Superintendent Calmes reviewed and signed. Karen Brochu, Town Financial Director will be reviewing and certifying via signature as well before the report is sent to the State.

Reports-

- a. Finance Committee- has not met since last meeting
- b. School Councils- Ms. Sroka reported that the Lunenburg Primary School has donated \$5000 to playground fund. MCAS results reviewed. Mrs. Chapdelaine is out for surgery but is skyping into her classroom and doing parent teacher conferences via skype as well. The Primary has significantly reduced field trip costs due to a strong fundraising effort.

Ms. Bertrand reported that the THMS council toured the new MS/HS and they continue to work on elementary and middle school parent and student handbooks.

LHS – no meeting

- c. PTO – Ms. Sroka reported that each school received \$1000 from PTO funds for 2015-16. Principals can use as deemed appropriate for the school, but are requested to use the funds this year and to report

- to the PTO how funds are utilized. At a recent PTO meeting fundraising updates and upcoming event were discussed. Also a representative from Giftmart was present and asked for PTO support.
- d. Policy Sub-Committee-is meeting 10/29
 - e. Capital Planning Committee- Superintendent Calmes reported on the 10/13/2015 meeting with the Capital Planning Committee. She reported it was a good discussion and she will be following up by sending the white paper Mr. Londa prepared on TCP to the group. The meeting discussion included clarification of the needs related to asbestos removal at THMS. There was a question at the meeting asking if we push out renovations to extend building life of the building for additional years does that make a renovation less likely when there is a project at the building. At the meeting Mr. Londa discussed development of a robust maintenance program and how outsourcing is utilized where it makes sense. VOIP at THMS discussed. Bandwidth and asbestos in ceiling are problematic for VOIP installation. The Capital Planning Committee asked questions regarding ways to share school and town employees to be more efficient.
 - f. Wellness Advisory Committee- is meeting 12/9
 - g. PAC/SAL- no meeting
 - h. Reuse Committee- Mr. Mackin reported that there was a meeting on 10/5, but no quorum. The architect hired by the Reuse Committee, Charlie Hay reported on his initial thoughts on building reuse. Meeting again on 10/28. Noted that TCP will lose phone service when HS is demolished because phones routed through there. Administration offices will move before this happens to THMS.
 - i. Transition/Reconfiguration- Superintendent Calmes reported that the groups are now addressing the details of scheduling and shared space, equipment and staff.
 - j. Diversity Advisory Committee- meeting on 11/5
 - k. Start-Time Sub-Committee- has not met
 - l. Reconfiguration Advisory Committee-held the first meeting on 10/20 and discussed how they would proceed. Ms. Shapiro reported that Mr. Spadafino is getting together a list of memorial and other donations for review and consideration regarding items moving to new school. The group is meeting 12/1 at LHS to look at items that are identified. Mr. Londa will attend to help decide if the items identified can actually be moved. A final list will be developed for school committee review and approval after which the Advisory can determine how to rehome or dispose of items not moving to new building. The Advisory is hoping to come to school committee by January with that list of items. Decommissioning ceremony and naming policies. Considering May for decommissioning ceremony. Dedication ceremony for new building discussed – likely as school is starting.

Ms. Mackin motioned to adjourn the meeting. Motion seconded by Ms. Shapiro.
Vote: Unanimous. Meeting adjourned at 8:25p.m.

Respectfully Submitted,

Wendy Bertrand